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## U. S. Department of Agriculture

## Newsletter

April 10, 1913

Vol.1, No.1

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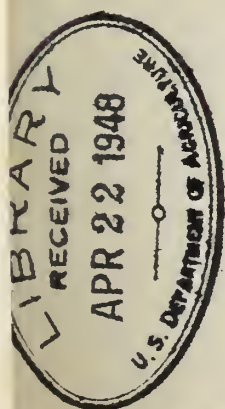
The Department Library has acquired, in the moving which has just been going on in the Department, one additional room (room 26-27). This was formerly occupied by the Bureau of Animal Industry library, which has moved into the room beyond, next to the elevator, in order to give the Department Library the room adjoining the space it already has. The room is being fitted now with Snead shelving and will be used for books. It is planned to move into this and the adjoining book room the horticultural and some miscellaneous classes, - perhaps the classes 59-145, and to put in their natural places the books now in the adjoining room, i.e., the veterinary, medical, biological and hygienic books, which are at present arbitrarily shelved there. The arrangement of the books by class numbers will then begin in the south wing and go from there to the two rooms just mentioned, thence to the corridor, and from thereto the rooms on the north side of the building. Only the books in the corner room - Department and Experiment Station publications, and the bibliography will then be out of the regular order. The rearrangement will mean practically the moving of the whole Library but we think that the result will repay us for the extra work.

The Bureau of Entomology library is also moving to a room across the hall from its present quarters. This room has been newly papered and painted, and is slightly larger than the old one. Some new Snead shelving - two double sections - has been obtained in addition to the old shelving. There will still be no room to spare.

The Library is at work on some changes in classification. The following scheme for Hygiene has been adopted and the work of changing the classification of the books in these classes is nearly completed:

- 449. Hygiene, General works.
- 449.1 Hygiene, Public
- 449.15 Hygiene, Rural
- 449.2 Hygiene, Personal, including Cosmetics.
- 449.3 Disinfectants
- 449.5 Hygiene, Legislation, U.S.
- 449.55 Hygiene, Legislation, Foreign.
- 449.7 Board of Health reports, U.S.
- 449.75 Board of Health reports, Foreign.
- 449.8 Hygiene, Periodicals.
- 449.9 Hygiene, Societies.

The classes 277 and 278 are to be done away with, but there are still a few books in them as yet, awaiting a decision as to the class numbers for Water Supply and Sewerage. There is a difference of opinion as to







whether these would be better with the Hygiene or in 291 and 292, near engineering. We are also debating as to whether a special number should be assigned to Household sanitation, and if so, what.

An expansion of 396, Pharmacy, has been decided upon, as to most of the points, but no work has yet been done in changing the books.

Miss Atwood is now working on changes in the classification of Botany, taking the scheme suggested in the Report of the Committee on cataloguing as a basis. She is copying the shelf list, and will arrange the copy which is on slips, according to the new scheme. It will then be better seen whether the scheme fits the books or whether some changes will be needed.

The Library has been in the habit of sending back to the Superintendent of Documents the duplicate government publications which it receives in quantities from various sources, largely from Bureaus and individuals in the Department. Since the transfer of the mailing of publications to the Superintendent of Documents, however, he has informed us that he will be unable to receive such shipments except for a month or two in the summer. We are therefore obliged either to store the publications or destroy them or return them to the issuing offices. The latter seems the preferable way when we have a considerable number of documents published by any one office. In view of these facts, the Library would much appreciate it if Bureaus turning in such publications would wait until there is an accumulation, and then send them roughly arranged by the publishing office. This may not of course be possible, but we mention it as desirable from our point of view.

The Library has had its annual Library School visitation. This year the Syracuse Library School, the New York City Public Library School and the New York State Library School came to us on March 25, 26 and April 8 respectively.

It may be of interest to know that the H.W. Wilson Company has just adopted a new plan in connection with the "Readers' Guide to Periodical Literature." Besides the Readers' Guide, it will issue a Supplement indexing some of the heavier, more technical periodicals and those less generally subscribed for by libraries, and will also publish a Technical Arts Index. Both are to be bi-monthly, omitting a summer number. As indicated by the title this will index some of the more technical periodicals and is designed to take the place of the Engineering index which has been given up. The list of periodicals covered by these two new indexes includes some which were formerly indexed in the Readers' Guide and some new titles.

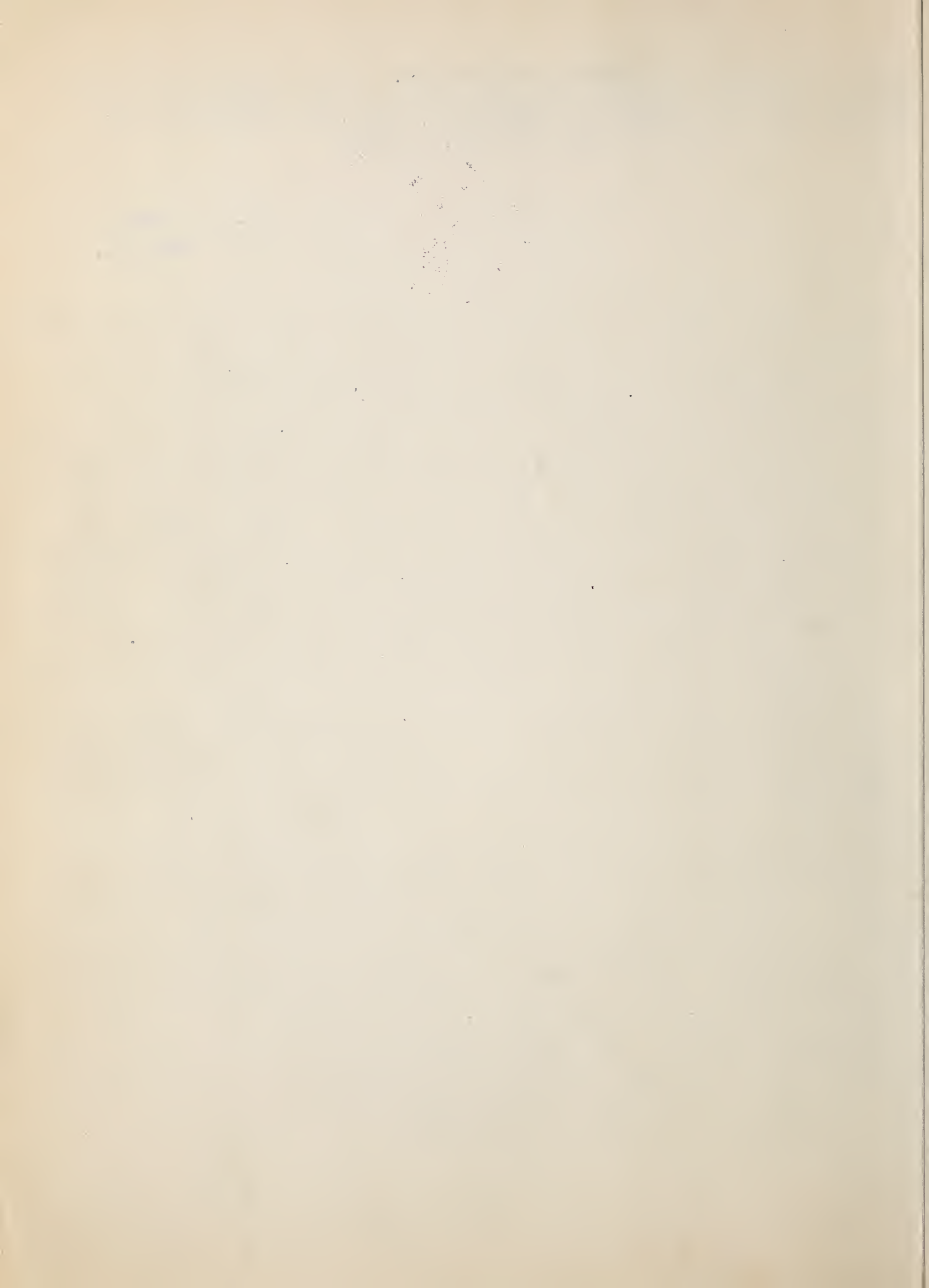
The Library of Congress has just issued a new edition of Class Q (Science) of its classification.

A new departure for the Library personnel is the institution of a Civil Service examination for junior library assistant (male). The first of these is to be held April 16. It is designed especially



for boys who have been library messengers. It is hoped that it will furnish a means of keeping those who have proved useful, but who otherwise have no prospect of promotion, and who consequently leave the work just as they are becoming most useful.

E. B. Hawks,  
Editor.





U.S. Department of Agriculture Library

NEWSLETTER

May 8, 1913

Volume 1, Number 2

It has seemed doubtful whether there would be enough material for a newsletter every month, but it now appears that a good deal of space will be needed for correcting what has been said in previous letters. This may add a true professional touch.

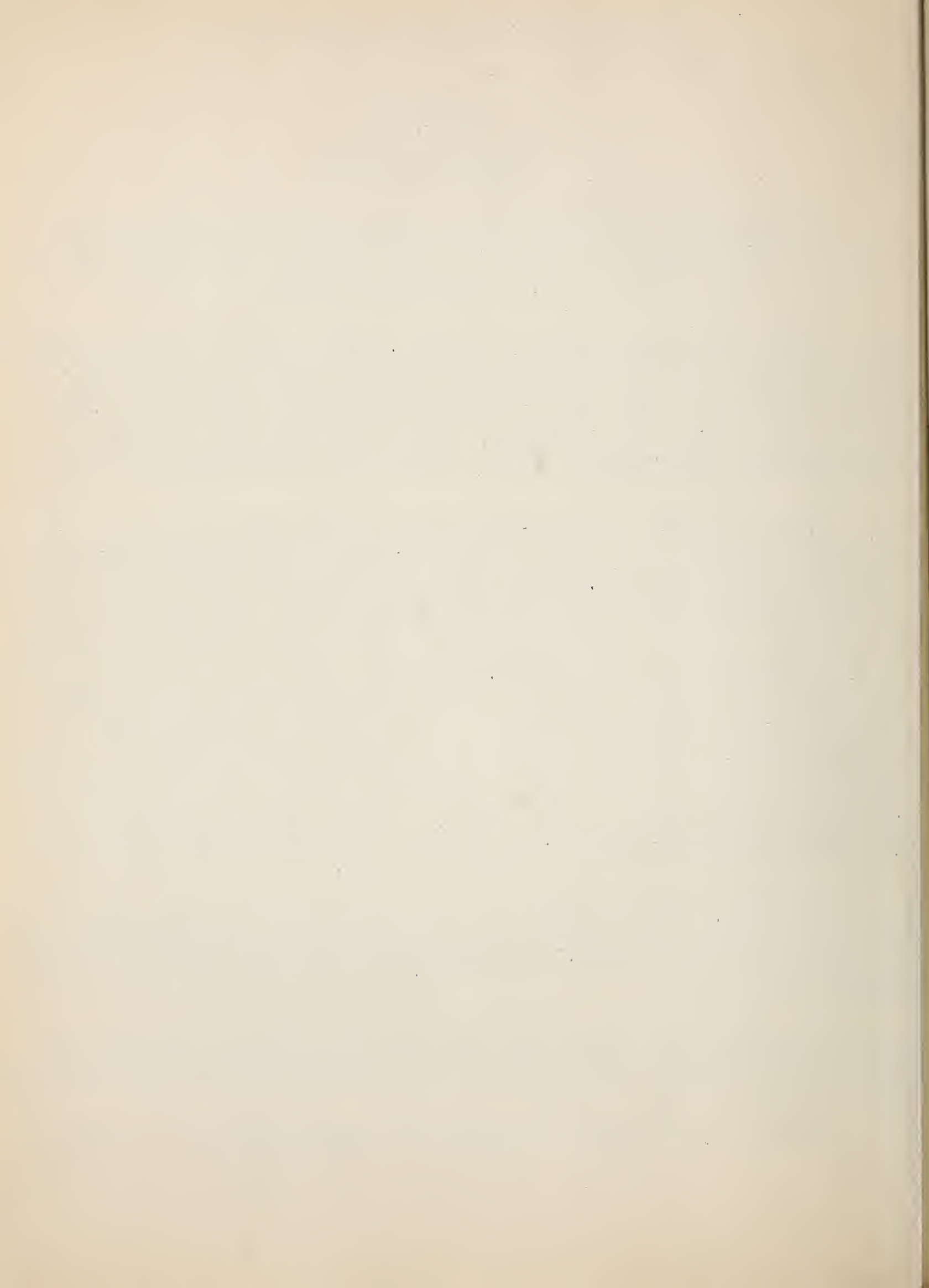
It was stated last month that the Wilson Company's new "Technical arts index" was to supersede the "Engineering index." Miss Olcott says, however, that the Engineering index is still appearing both in separate form and with the Engineering magazine. We have not been able to find the authority for the previous statement and conclude that it must have been a mistake. We do not know yet about the "Engineering index annual," which would not, in any case, be issued until the end of the year.

There have also been changes in the plans for moving into the Library's new room. Instead of putting into this and the adjoining room classes 59 to 145, it has been decided to begin there with class 2 and put in all the rooms will hold - probably up to 30. The new room has already been filled with classes 2 to 9. The next room has not yet been changed. Then we hope to get in the south wing classes 30 to 145. By this arrangement there will be very little extra space in the rooms on the north side (Section A), since many of the books now in Section C (the Bureau of Animal Industry room) will go into their natural places in Section A. The only way of getting the necessary shelf room here seems to be by moving the ranges of shelving nearer together, leaving one three foot space between ranges in each room, all the other spaces being reduced to about two feet. This will enable us to get an extra range in each room, but will prevent our having any stout people on the staff. Fortunately, height and weight are always stated on examination papers, and after appointment assistants are kept too busy to acquire weight.

The extra shelving needed for carrying out this plan will probably cost about \$1300 which leaves only a small sum for book purchases for the rest of the fiscal year. In sending in requests for the purchase of books, please be careful to call attention to any that are really needed before July 1.

The proof for the index to the Monthly Bulletin for 1912 has been received and the index will certainly be published more promptly than last year and the year before. It narrowly escaped, this year also, being held until after July 1.

Work is being done in changing the classification of books on



economics. The new classes are as follows:

280.2	Cooperation
280.28	Cooperation (periodicals)
280.29	Cooperation (Societies)
280.3	Marketing and markets
281.	Rural economy
281.2	Sociological aspects of agriculture
284.2	Agric. & cooperative credit
284.3	Prices
284.4	Cost of living

There are a great many books being published on these subjects at present, and we shall make even more of a point of getting them than formerly, on account of the new Rural organization service. We have already acquired several books on the country church - our first excursion into the religious field. These will, we think, make a better appearance in the Monthly Bulletin than some of the selections of the older Bureaus, such as "Bartenders' Guide" and hand-books of cosmetics.

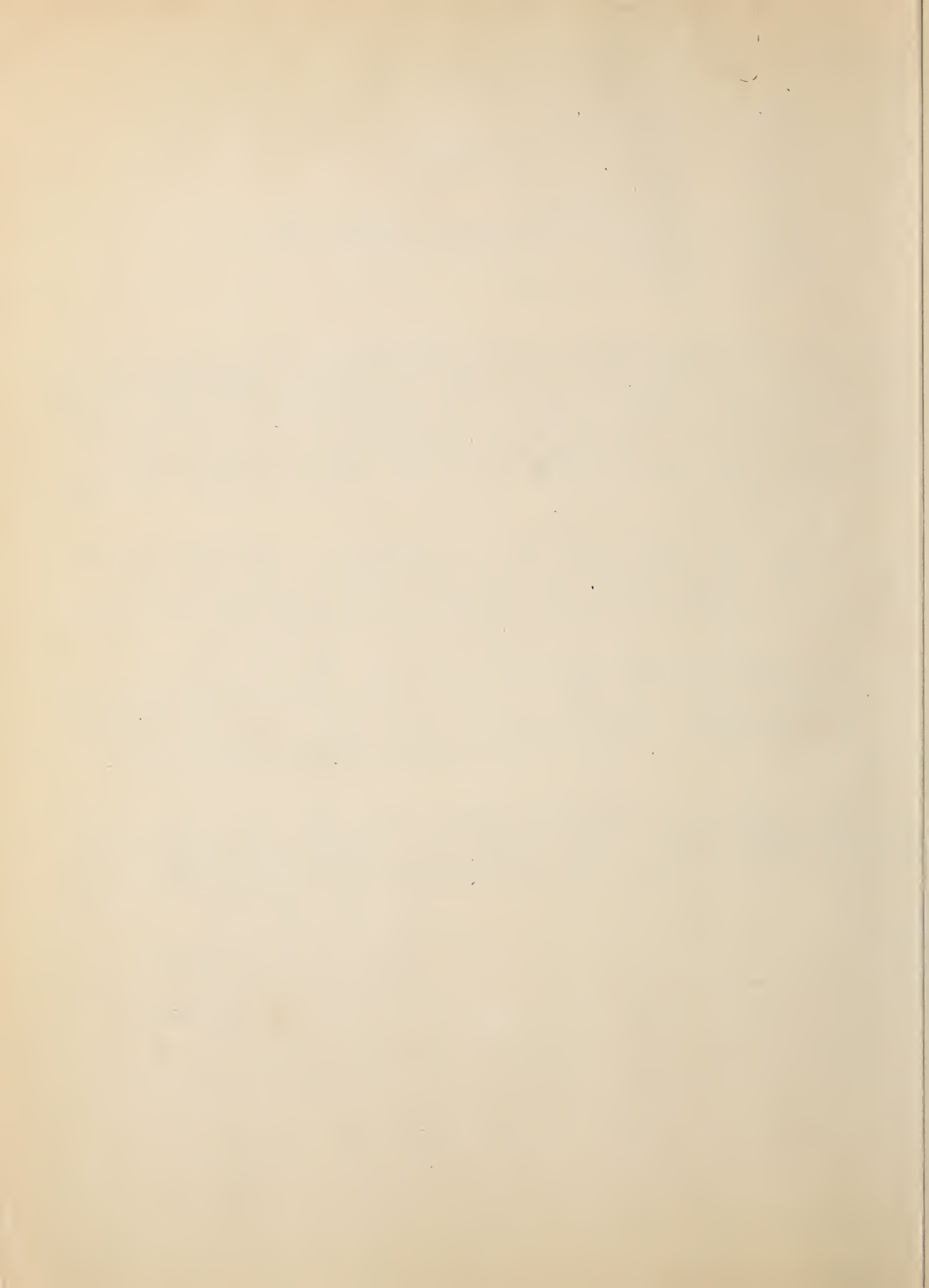
At Dr. Galloway's suggestion the Library is compiling a list of references on rural economics - probably to be typewritten, based on the library catalogue, various lists prepared by the Division of bibliography of the Library of Congress, and a list on cooperation compiled by the Bureau of Plant Industry.

The Bureau of Plant Industry is sending back to the main Library about half the books which have been filed there (exclusive of periodical sets), on account of lack of room. We have not room for them at present either in their proper places on the shelves, but will make room for them in the general rearrangement of the books.

The Bureau of Entomology is now in its new room on the north side of the building. It is considerably larger than its old one, has been newly painted and is altogether a great improvement. With the new room the library has also acquired a share in a messenger.

E. B. Hawks,  
Editor.





U.S. Department of Agriculture  
Library

NEWSLETTER

June 12, 1913

Vol.1, No.3.

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As you doubtless know the American Library Association meets for its annual conference this year at Kaaterskill, N.Y. The Agricultural Libraries Section which was inaugurated at the Mackinack Conference in 1910 and had a meeting last year at Ottawa, will have only an informal meeting this year. Miss Barnett, as Chairman of the Section, is sending out the following notice to the Agricultural and Experiment Station libraries:

AGRICULTURAL LIBRARIES SECTION  
American Library Association  
Announcement

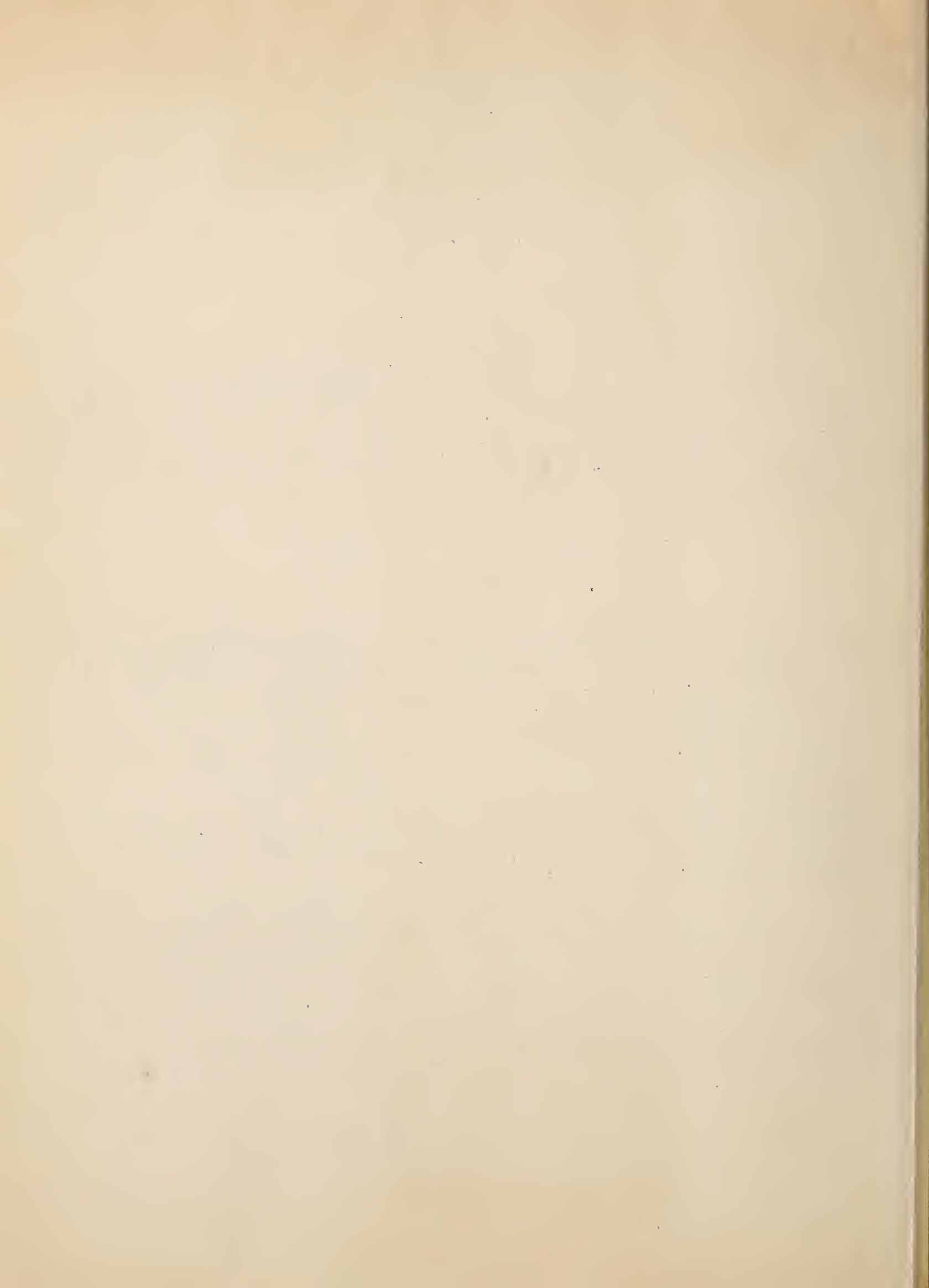
"It has not been deemed advisable to hold a formal session of the Agricultural Libraries Section in connection with the Conference of the American Library Association at Kaaterskill, N.Y., June 23-28, 1913, but there will be held an informal meeting without a regular program. Mr. Charles R. Green, Librarian of the Massachusetts Agricultural College, will be Acting Chairman of the meeting. The purpose is to bring together all interested in agricultural library work whomay be present at the Conference, in order that they may become acquainted and discuss informally problems of mutual interest. Two of the subjects which are likely to come up for discussion are the indexing of agricultural periodicals, and catalogue cards for experiment station bulletins.

At one of the General Sessions of the Conference, Professor L.H. Bailey, Dean of the New York State College of Agriculture, is to speak on "The library situation as it touches the rural field," and Miss Lutie E. Stearns of the Wisconsin Free Library Commission on the subject of "Woman on the Farm." Both of these subjects bear directly on agricultural library work. Furthermore, the general theme for the Conference as a whole is "Specialization in library work," any broad discussion of which should be of interest to those engaged in the special field of agriculture.

C.R. Barnett,  
Chairman, Agricultural Li-  
braries Section."

U.S. Department of  
Agriculture Library,  
Washington, D.C.,  
June 7, 1913.





During the last month the Department library has sent away 34 mail sacks of its duplicates. These have gone to the Library of Congress, which is entitled, by law, to select all it wants, and to the libraries of the state agricultural colleges and experiment stations. It is very satisfactory to find that almost all the publications listed are desired by other libraries, even though there are still many difficulties not yet overcome in the way of placing our orphans in just the right families. The printing of the lists is too expensive and takes too long, and we cannot afford to make enough type-written lists for all the college and station libraries. We have therefore been copying the list only twice, making enough carbon copies to send to a selected list of 12 or 13, who return them with notes of the material desired. Many of the items<sup>are</sup> asked for by several different libraries and we have really no information to enable us to decide between the claimants. In sending out future lists, however, we intend to ask the librarians to indicate publications which are especially needed - for completing, sets, etc. We are already sending currently to certain libraries publications of which we always receive duplicates, and we hope to extend the list, so that in the case of these publications the Library will be able to count on receiving the set complete from the time when the arrangement was made, and with comparatively little delay. Another list of duplicates is now ready for sending out and our intention is to have shorter lists sent more frequently.

A new official whose appointment may be of interest to the library force is Mr. G.W. Wharton, a Publicity or Information Agent, as we understand it, whose work will be to represent the Department and its work in the press. The criticism has often been made that the Department publications are too technical and are not written in a manner to bring them before the public, and that a more readable and popular method is needed. We presume that this is the object of this new office, whose temporary headquarters are in the Bureau of Chemistry. (For further description of his work, see attached newspaper clipping).

The Bureau of Plant Industry library is having its walls painted. The process does not facilitate work at present, but the result will be appreciated later. Nothing has happened in any of the other Bureau libraries.

There are to be, as usual, no library staff meetings during July, August and September. The next one will be in October. The program committee is announced as follows: Miss Caroline Sherman, Miss Mary Lacy, Miss Florence Smith. The committee serves for three months only, but in order to have more continuity, one member, or possibly two, of the former committee is to be retained for the new committee as its chairman.

E. B. Hawks,  
Editor.





# WHAT THE GOVERNMENT IS DOING

Secretary Houston's plan to further the work of popularizing publications of the Department of Agriculture and to do everything possible to place the mass of information gathered by the various bureaus before the public in the best form promises to prove one of the most interesting experiments in publicity inaugurated by any branch of the government.

Various bureaus of a number of the departments have from time to time employed practical newspaper men to popularize the work connected with the scientific researches and statistical investigations, but up to the present time little has been done in working out a comprehensive scheme for any department as a whole. George Wilson Wharton, a newspaper man of New York, who has been appointed to organize the work in the Department of Agriculture, will for a time be located in the bureau of chemistry. After he has had opportunity to become thoroughly acquainted with the work of all the bureaus of the department he will assist the Secretary and assistant secretary of agriculture in the movement to improve all publications of the department by making them more interesting for the general reader, and also to perfect methods of getting at the vast store of information which is gathered by the hundreds of noted scientists and investigators employed in the department.

Publicity work has been established in different bureaus with varying success. At times the work has been opposed by some members of Congress who have not understood its purposes and who have tried to attach an odium to the word publicity. In a number of cases the men doing the writing have been dubbed press agents and the idea has gone out that their duties have been solely to boost the chiefs and the bureaus for whom they were working. The publicity work which has been carried on most successfully in the bureaus has been conducted by men who have had practical newspaper experience and who know that puffs or undue praise either of their superiors or of the bureaus themselves would hinder rather than help the effectiveness of their work.

Among the bureaus which have accomplished much in the dissemination of public information after the work was placed in the hands of practical newspaper men are included the United States bureau of the census, whose publicity work three years ago was directed by Whitman Osgood; the United States bureau of mines, where the work is in charge of John L. Cochrane; the United States bureau of education, whose "popularizer" is W. Carson Ryan; the United States reclamation service, where publicity is handled by the statistician, C. J. Blanchard, and the United States forest service.

The members of the Washington corps of correspondents have found usually that the nearest approach to theatrical "press agentry" coming from any of the departments has usually been traced back to men who have had no experience in newspaper work and who little understand that boosts of persons or of bureaus will not be printed by managing editors of various papers over the country. An instance of the kind was shown during one of the recent administrations when a cabinet officer directed that either his name or the name of the department be placed in the first line or first paragraph of every press notice given to the newspapers. The result of this policy was that little or none of the copy written along this line ever got into print.

Mr. Wharton, whose work in the Agricultural Department will be to popularize the information gathered by the various bureaus of the department, and to show the difference between crude press agentry and legitimate publicity, comes to Washington after a successful newspaper experience in New York. The suggestion for the employment of a man to do the kind of work which Mr. Wharton will direct has been made a number of times to a number of departments, and was emphasized during the last trip of Ambassador Walter H. Page in Washington. A publicity man in the depart-

ments, officials realize, has a dozen opportunities a day to either hurt or hinder the work of a department, according to his tact and ability in handling difficult problems as they come up to him. Secretary Houston believes that the work will go well under the direction of Mr. Wharton, who, notwithstanding the fact that he is new to Washington, has a full conception of the scope of work of the department, and the Secretary believes further that the work can be done in such a way to make it thoroughly satisfactory both to the thousands of people over the country who want information on agriculture and also to the many newspaper and magazine writers who apply to the department for material.





# LIBRARY

U.S. DEPARTMENT OF AGRICULTURE

## NEWSLETTER

October 10, 1913

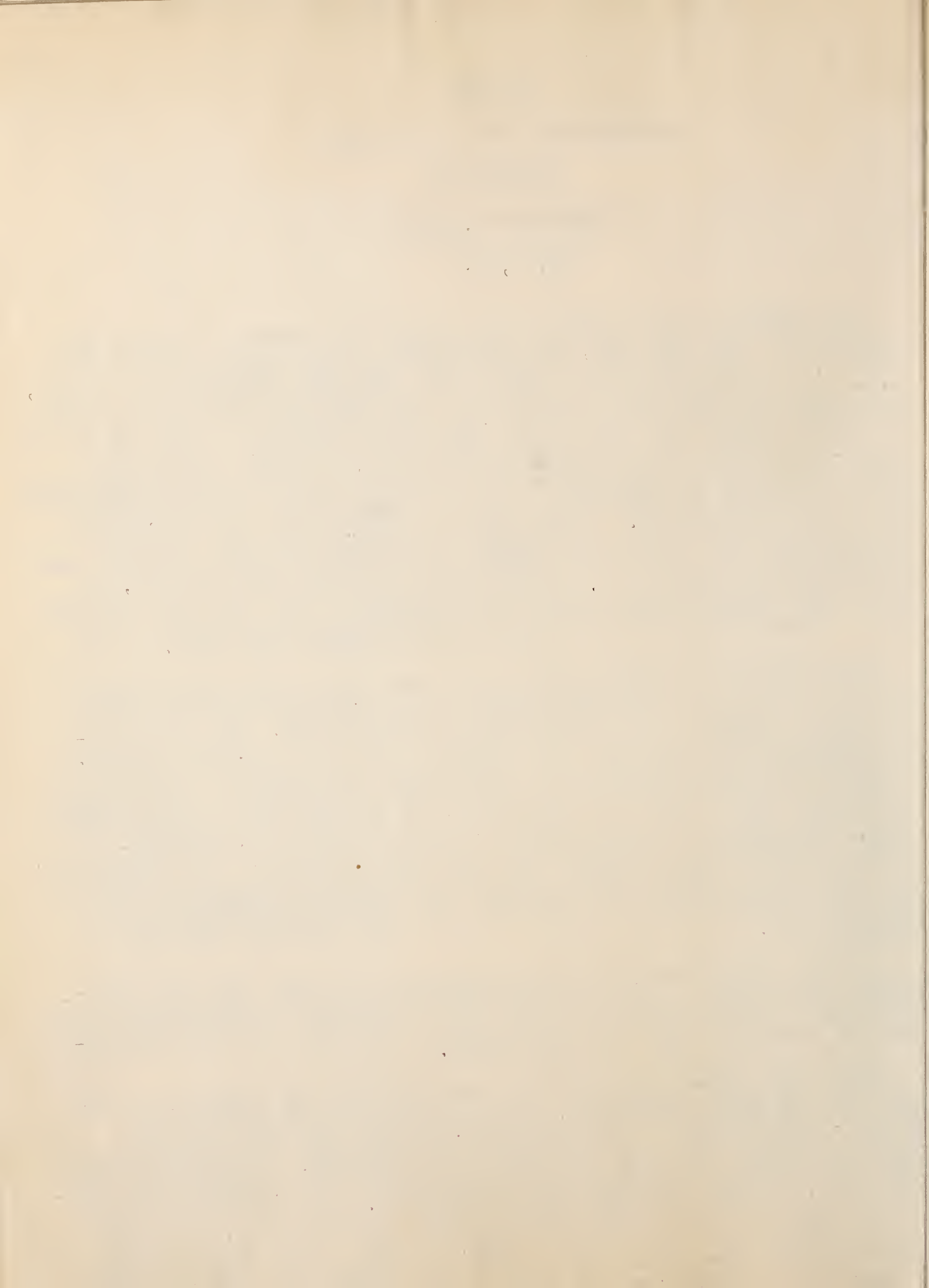
Vol. 1, No. 4

The moving of the books in the Library in order to utilize the shelving in the new room, has progressed rather slowly during the summer, but the part of the work which was most difficult to manage, i.e., the moving nearer together of the ranges in Section A, which were already occupied with books, has been finished. It was necessary to remove almost all the books from these shelves, a range at a time, have the shelves moved and replace the books. In the end these books will have to be moved a third time in order to spread them out more. The rest of the moving will be simpler and, we hope, more speedily accomplished. It has been impossible to avoid having many books out of place for longer or shorter periods, and this inconvenience will have to be borne with for some time to come, but when once the books are in place according to the new plan, we hope that there will be room enough for expansion for a year or two to come. There can hardly be enough to last longer than that.

Among the many changes which have been made in the Department publications is the discontinuance of the Monthly Bulletin of the Library by order of the Committee on Publications. The June number, just published is the last unless there is a change of plan. The slips for the Bulletin are being made and kept, and we are circulating them at present to the Branch Libraries to enable them to keep in touch with the accessions. If any who are not receiving them would like to do so, they may apply to Miss H.M. Thompson. Please be prompt in looking over and returning them. The suggestion was made that a multigraphed list be substituted for the printed one, but the Library feels that so much work would be involved in this with so little permanent result, that it will not be feasible to undertake it.

Another publication, the discontinuance of which will be regretted by librarians, is the Monthly list of station publications formerly issued by the Office of Experiment Stations. Further information in regard to this is given below.

During the summer an order was received for the opening, in the interests of fire protection, of one door in every room in the Library. The policy of the Library heretofore had been to keep closed all doors of rooms devoted to book stacks, so that the staff might have some oversight of persons entering and leaving the rooms. This idea, however, has had to be abandoned. As the doors of most of the rooms had book cases against them on both sides, the opening has involved a good deal of work. Nearly all the cases in the corridor had to be moved and four of them dispensed with entirely. In most of the bookrooms the ends of cases came against the doors





so that they would not swing open, and in order to avoid moving cases, the doors have usually been taken off and stored.

The Library hopes during the coming year to pay even more attention than in the past to the discarding of publications no longer needed. Such discarding has been done for years, as occasion has arisen, but we hope now to go over certain classes systematically with this in view. We are, in fact, now at work on History. In connection with the removal of the cases in the dorridor referred to above, we went over the series of congressional documents and discarded a large number of volumes. These were nearly all volumes which were duplicated in the set arranged by Department and Bureau, and these books will scarcely be missed. It would not have been possible to discard them, however, until recently. Since the former Superintendent of Documents maintained that Depository Libraries, of which we are one, were obliged to keep all the publications sent in the depository set. The present Superintendent does not hold this view.

The Library has prepared a "List of free and available publications of the Department of interest to farm women", which is to be printed in time for distribution at the International Congress of farm women to be held beginning Oct. 27, in connection with the Dry farming congress at Tulsa, Okla. As indicated by the title only free publications, mostly circulars and Farmers' bulletins, are included, and only such as are in print. The list contains, however, notes of the articles in Experiment Station Work which are of interest to housekeepers, this list having been furnished by the Office of Nutrition Investigations.

The Dairy Division Library has succeeded in completing a set of the Experiment Station Record with the exception of vol.3, no.4. Does any one know where this can be obtained? Any information leading to the securing of this number either by gift or purchase will be greatly appreciated.

The supply of the attached form for reporting the circulation of books in Branch Libraries is nearly exhausted, and new ones will soon have to be prepared. Are there any suggestions for its improvement? If so please send them to the Librarian.

The Library of the Office of Experiment Stations has been making inquiries of the different bureaus in regard to the plans for completing the series of bureau bulletins, circulars, etc., which are discontinued under the new plan for Department publications. The results of this inquiry will be of interest and are given herewith

#### Bureau of Animal Industry.

It is the Bureau's desire and expectation to complete Bulletins 110 and 125 by issuing the remaining parts if this is permitted by the Secretary, as I suppose it will be. Bulletin 167 and Circular 218 are the last of these series. Circular 215 was recently issued.



Biological Survey.

Circular 91 may never be published.

Chemistry.

Bulletin 166 will be the last issued. Bulletin 162 is now in press and Bulletin 161 will not be published.

Circular 115 will be the last issued. Circular 112 will not be published.

Entomology.

Bulletins issued in parts will not be completed by subsequent parts or by table of contents and index. A fulllist is as follows:

Bulletin 83 pt.1  
90 " 1-3 cont.& index, also pub.in 1 vol.  
94 " 1  
95 " 1-1-7 cont.& index, not pub.in 1 vol.  
96 " 1-6  
97 " 1-7 cont. & index,also pub.in 1 vol.  
99 " 1-2  
109 " 1-7  
115 " 1-3  
116 " 1- 5  
123-126 in press  
127 pt. 1-2

Technical series.

Bulletin 12 pt. 1-9 cont. & index, not bound in 1 vol.  
16 " 1-7  
17 " 1  
19 " 1-5  
20 " 1-6  
23 " 1-2  
25 " 1  
26 doubtful if ever pub.  
27 pt.1

Circular 173 will be last issued.

Experiment Stations.

Bulletin 256 is last.

Circular 118 is last.

Experiment Station Work vol.4 no.14 is last of separately volumed series; it was also issued as F.B. 527- E.S.W. 75. F.B. 549 is E.S.W. 76 which was not issued in any other form.

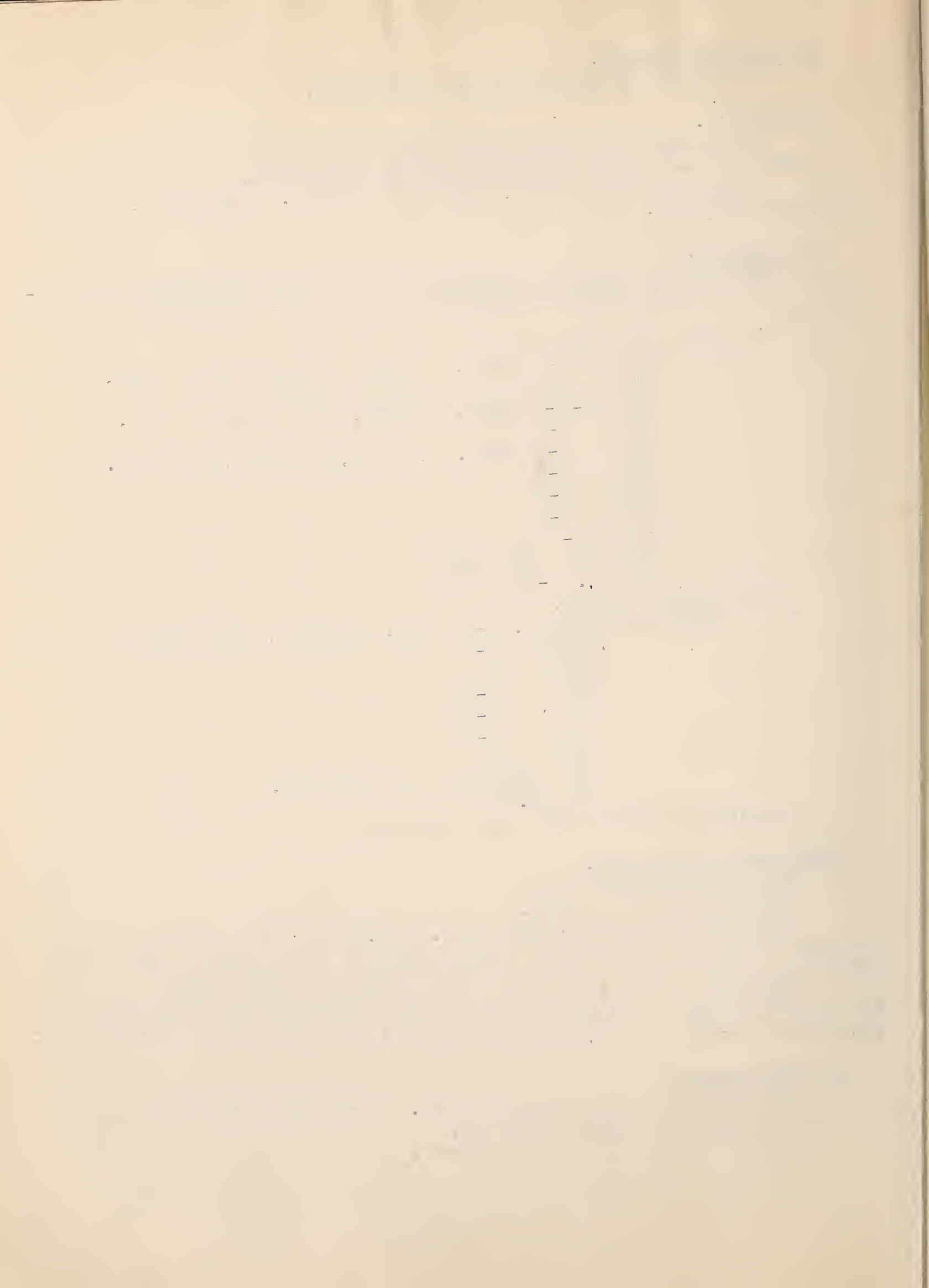
Monthly list of Station publications for May 1913 will be the last printed. Beginning with June, it is to be issued on multigraphed sheets to libraries only.

Forest Service.

Bulletin 127 will be the last. Bulletins 120 and 124 have not been issued and never will be.

Circular 216 will be the last.





Bureau of Plant Industry.

Bulletins 284 and 285 are now awaiting issue and will close series unless the index to this series of bulletins (now ready for the printer) is made 206, which seems unlikely now.

Circular 132 closes the series.

Title pages and indexes for Circulars 70-108 and 109-132 were prepared for the printer on March 20 and July 24 respectively, but apparently the requisition for printing them was unhonored. Possibly the matter may be revised.

Roads.

Bulletin 48 will be the last issued.

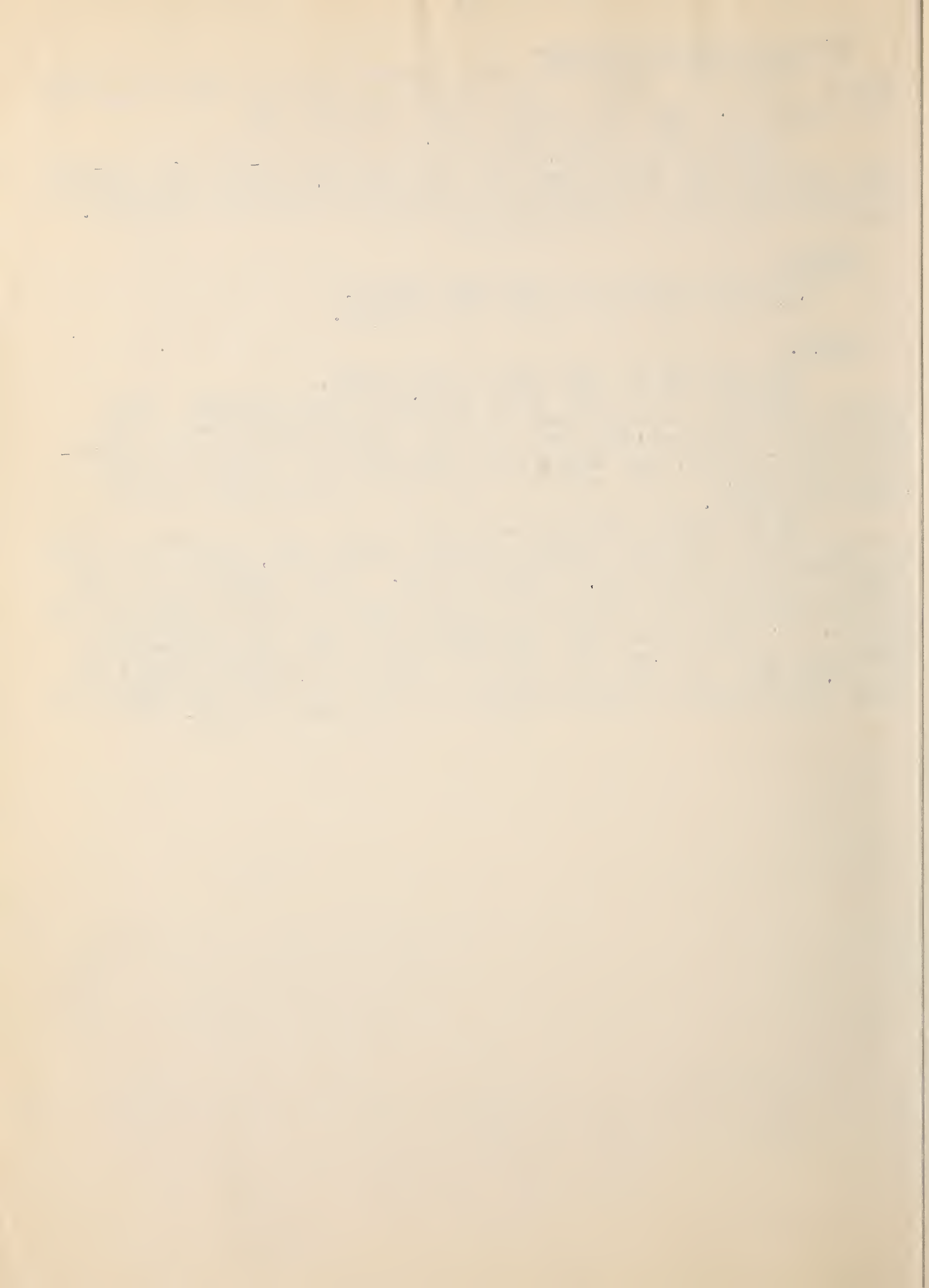
Circular 100 will be the last issued.

Soils.

Bulletin 96 is the last to be issued.

Circular 79 is the final number in this series. Two papers submitted as Circulars 77 and 78 were not passed by the Division of Publications prior to the reclassification of Department publications, and there will therefore be a break in the circular series, as no publications will be submitted to fill these vacancies.

So far as has been determined to the present time the soil survey reports will be issued in their usual form, except for certain minor modifications in their scope. This series is issued under a special act of Congress and comes in the same class as the annual reports of the Bureau of Animal Industry and the Weather Bureau. I understand that the question of the continuance of these reports has been referred to a special committee, and I am not aware that any definite decision has as yet been reached as to their continuance or discontinuance in the present form.



## Record of Circulation of Books in Branch Libraries

Month

Year

Library

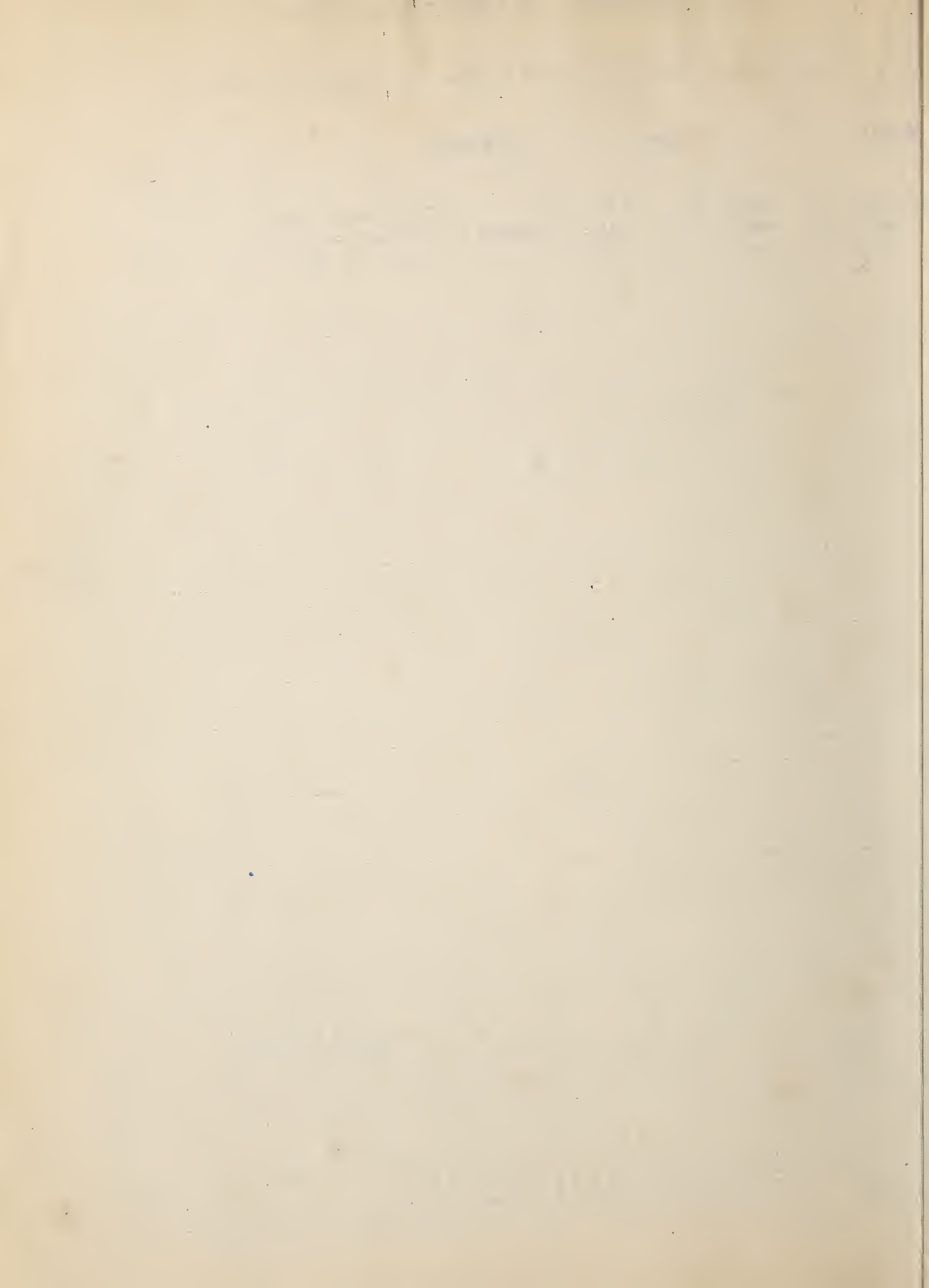
Day	Lent to Individ- uals.(a)	Lent to Main Li- brary.(b)	Lent to other branch Libraries.(b)	Borrowed from Libraries out- side of Dept.(c)	Total
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Grand Total

a. Including those borrowed from outside libraries.

b. From collection of library reporting.

c. Through Main Library or direct from outside libraries.





# LIBRARY

U. S. Department of Agriculture

## Newsletter

November 13, 1913

Vol.1, No.5

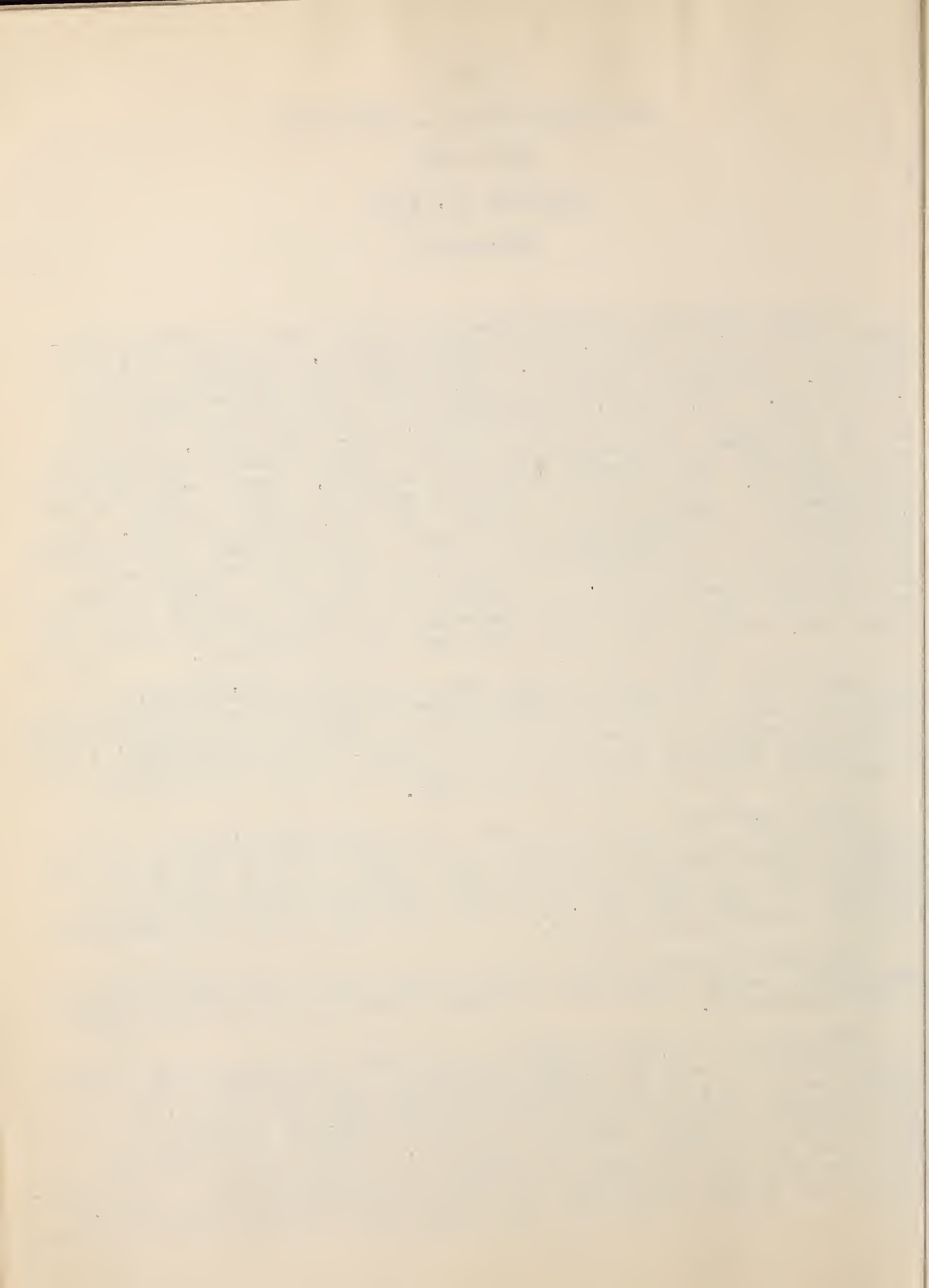
At the Congress of Farm Women held last month at Tulsa, Oklahoma, there was a Women's educational exhibit, in charge of Miss Willoughby of this Department. Exhibits were prepared by the Bureau of Chemistry, Office of Experiment Stations and Bureau of Entomology. This Library assisted in the exhibit by having sent a card catalogue of Department publications. Miss Hunt, who was at the Congress, says that this aroused a great amount of interest among teachers and farmers' institute workers, a great many of whom were present. The "List of free and available publications of the Department of interest to farm women" was also well received. We notice that it is receiving a good deal of advertising in the papers. The Division of Publications had 15,000 copies printed, so they should be able to satisfy all demands for the list. Whether they can satisfy demands for the publications listed is another question. We fear not, for several were included even although the supply was exhausted, with the hope that they were to be reprinted.

Dr. A. C. True gave as the "Report of the Bibliographer," at the meeting of the American Association of Agricultural Colleges and Experiment Stations which is being held in the city this week, a paper on the literature of agricultural economics. The accompanying list was largely selected from the list compiled by the Library last spring, some additions having been made.

Miss Caroline B. Sherman has been transferred from the Dairy Division Library to the new Office of Markets to have charge of the bibliographical and library work there. Her place in the Dairy Division will be taken by Miss Doonan, who has already been in the Division for some time but whose work has been mostly in connection with the correspondence files.

The main Library regrets the loss of one of its most efficient messengers, George Gist, who has been transferred to another office of the Department.

It may not be known by all of you that the Library has a large collection of nursery and seed catalogues, acquired mostly from the turning over to it of the collections which had been acquired in the Office of the Horticulturist and in the Office of Economic Collections of the Bureau of Plant Industry. These are not as yet catalogued but are arranged in pamphlet boxes by states and countries. Those for the last four years are filed in Economic Collections and turned over to the Library as they become old. We have just received





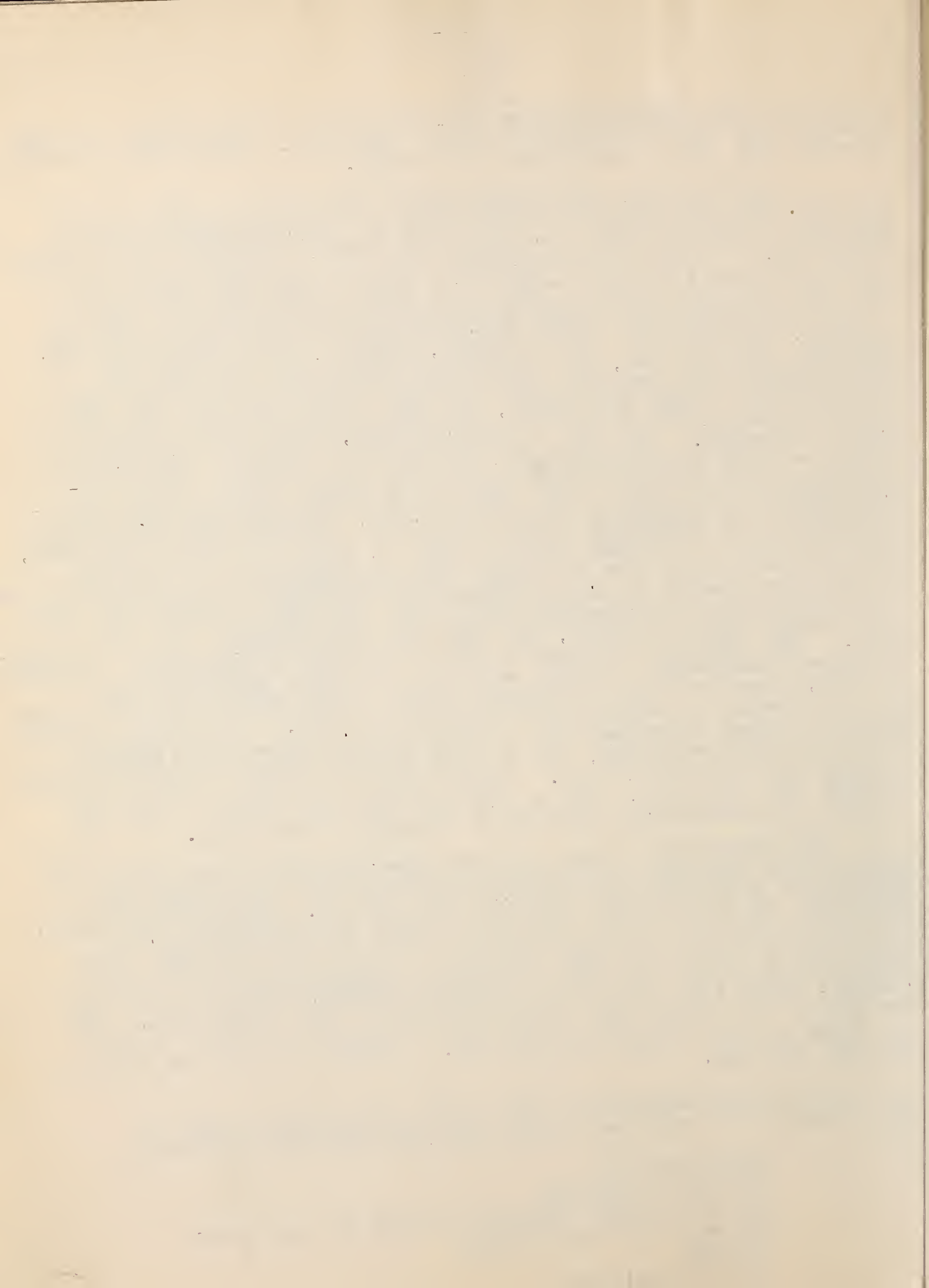
a request from Chicago for the loan of quite a large amount of this material for use in connection with a law suit. There will probably be about 250 of the catalogues to be sent.

As you know, the Library has a good deal of work in connection with the foreign mailing lists of the Department and the sending of publications in response to special requests from foreign countries. It has no jurisdiction over the foreign mailing lists of the different bureaus except that these lists are filed here and that we inform the bureaus of changes which should be made to avoid duplication and insure correctness and uniformity in the addresses. The Library has in charge, however, the foreign Farmers' Bulletin mailing list, the foreign Yearbook list, the list of institutions both domestic and foreign to which are sent all the publications of the Department, and the foreign list to receive regularly the Monthly List of publications, from which publications may be selected. By means of these mailing lists it is able to obtain a great deal of valuable material in exchange. This consideration and the fact that there is no other place in the Department which can attend to the work as well, reconcile us when we are inclined to be impatient of the amount of time devoted to this work, which does not, on first thought, seem to belong to the Library. The Committee which has in charge the establishing of the mailing list for the new Journal of Agricultural Research aims to make this list especially useful in securing exchanges. The Journal is to be distributed very sparingly, and only to institutions - not to individuals. The Library furnished a list of foreign institutions, largely experiment stations, to which was sent the first number of the journal, together with a circular letter asking for an acknowledgment and a statement of what could be sent in return. Of course a large number of these addresses are of institutions whose publications we are already receiving, but we hope that we shall be able to obtain a number of additional ones. Some replies to these letters have already been received, many of them giving high praise to the new journal and expressing a desire to receive it regularly.

The Committee having in charge the editing of the Journal of Agricultural Research is desirous of having the bibliographical references in the articles uniform and correct. They have arranged, therefore, to send to the Library all such bibliographies to be verified either in the main Library or one of the branches. Those accompanying Bureau of Plant Industry contributions will be sent direct to the Bureau of Plant Industry library, others to the main Library, which will refer the references to the branch library of the Bureau from which the contribution emanates, if there is any one there who can attend to the work. If not, it will be done in the main Library.

The Library expects to add to its subscription list of periodicals to be received during the next year the following:

Farben-Zeitung  
Journal of Ecology  
Der praktische ratgeber im obst und gartenbau  
Revue de phytopathologie  
Priroda  
Pacific Fisherman





Textile mercury  
Corn  
Indian textile journal  
Veneers

An addition to the notes given last month in regard to the old series of Bureau bulletins is: Statistics expects to publish Bulletins 86,87,92,97,98, but it is doubtful whether 80 will be issued.

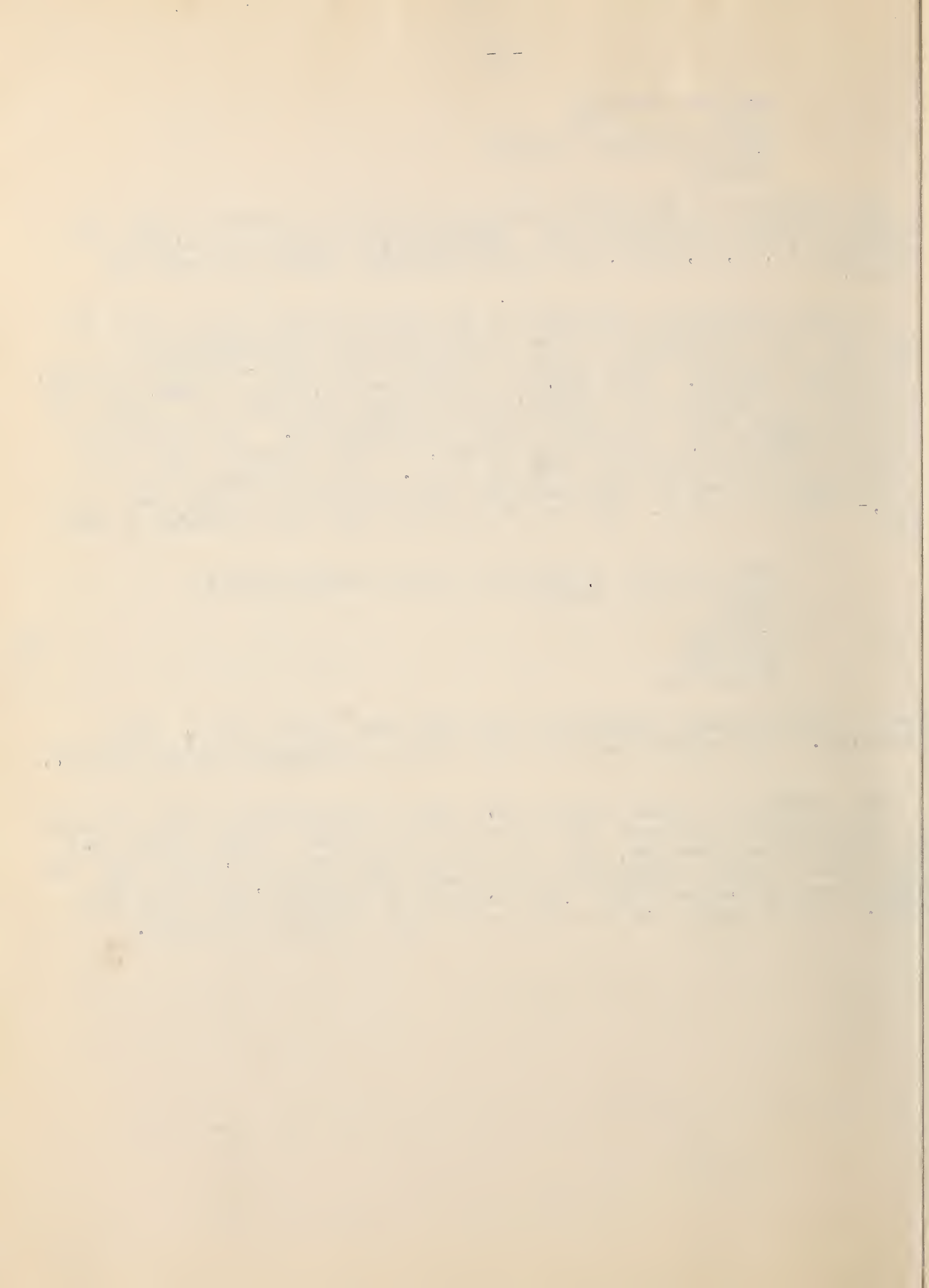
In the dictionary catalogue of the main Library it has been the plan from the beginning to have no subdivision of countries by subjects but to subdivide under country by subject, - Africa. Botany, not Botany. Africa. The Library of Congress, however, uses the subdivision by country with a great many of its subjects, and there are certainly some where it seems highly advantageous. In these more obvious cases we are making the change, as our attention has been called to them and we find time to do it. The catalogue will necessarily be very inconsistent in this respect for some time to come, - perhaps always. The subjects which have been changed so far are:

Agricultural cooperative credit associations  
Agricultural credit  
Cotton  
Drainage  
Hunting  
Irrigation

None of these except Irrigation has ever been subdivisions<sup>a</sup> under countries. The others were in one author arrangement under subject.

Miss Warner and Miss Atwood have made a beginning on the changing of classification numbers for the books on botany. They worked out the scheme some time ago, except for mycology, and have been over the shelf list to make a tentative assignment of numbers, but various causes have prevented until now the work of changing the books and cards. We are using the new scheme for new books as acquired.





LIBRARY

U.S. DEPARTMENT OF AGRICULTURE

Newsletter

December 11, 1913

Vol. 1, No. 6

It is with great regret that we have learned of the death of Mr. J. I. Painter, formerly connected with the Bureau of Statistics Library. Mr. Painter had given up the Library work a short time ago and had intended to undertake field work for the Bureau of Statistics. His place in the Bureau Library has been taken by Miss Hayward, until recently of the Bureau of Plant Industry.

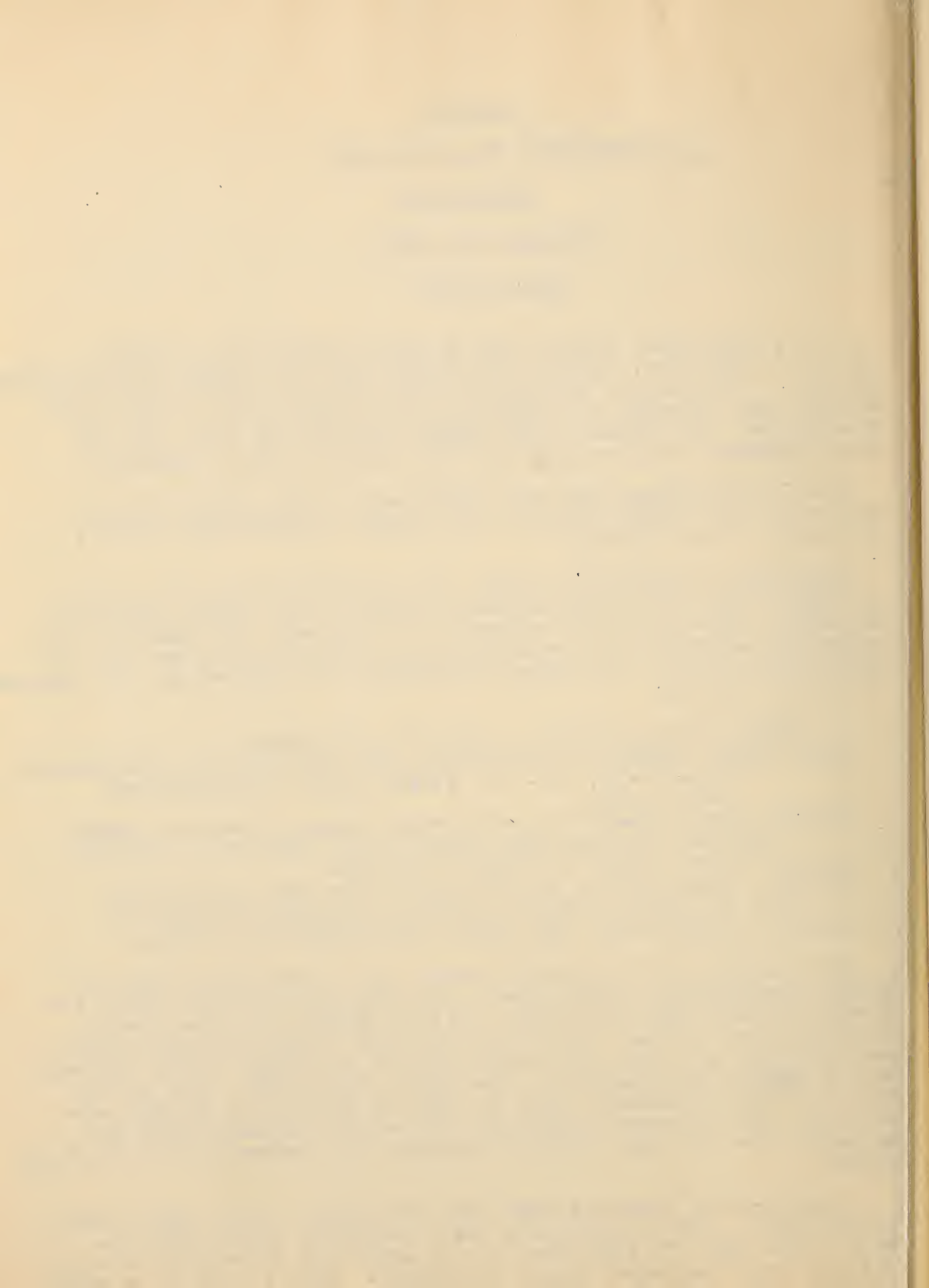
Mr. W. H. Cheeseman has been appointed to have charge of the editorial and library work of the Bureau of Biological Survey, in place of Miss Barnum.

The work of moving the books in the main library to utilize the additional room obtained last spring is now nearly completed. As always happens we were somewhat too generous with space at the beginning and find that we have only a few extra shelves for the last room or two. The general arrangement of classes on the shelves is now as follows:

- 1 (Dept. publications) in room 19, as before.
- 2-28 (State boards of agriculture, and agricultural periodicals)  
Rooms 25-29, i.e. the rooms beyond the periodical reading room.
- 30-145, Rooms 40-45 (the south wing) except 100-109.5 (exper. station publications, which are in Room 19 as before)
- 148-174 (Govt. docs. ) in Main corridor.
- 200-243 Rooms 18 and 34 (Reference room and cataloguers' room, as before, except 212-239, which are in Room 19)
- 250-517, Rooms 4-15, i.e. along north side of building.

The changing of the classification of the botanical books is going forward very briskly now. All those filed in the Plant Industry Library have been done, and Miss Warner and Miss Atwood, of the Bureau of Plant Industry, are kind enough to help out the main library by doing the classifying of the books on its shelves, and by making the changes on the books themselves. They are at work on this at present, with the aid of one of the library messengers. In the same connection, two of the Library staff are spending most of their time in changing the numbers on the catalogue cards.

A letter just received from Prof. W. M. Hays, former Asst. Secy. of the Dept., now in Argentina, is interesting to the Library. Prof. Hays says: "I find here in the Argentine Department of Agriculture only scattered bureau libraries". With a view to suggest-





ing the the organization of a central departmental library for the entire department, he asks for such rules, regulations, description of methods, etc., as might be useful in making recommendations to the Minister of Agriculture, including such details as might be of assistance to a librarian in inaugurating the work of its installation and management. This is an example of a short letter which calls for a reply of some length, but is of interest as showing that the problem presented in this Department some years ago is still a current one in other places.

The bids for supplying American and foreign periodicals to the Library have been awarded respectively to the Washington News Co., of this city, and G.E. Stechert and Co., New York, the same firms as last year. This is very satisfactory to all in the Library who have anything to do with periodicals, as a change in dealers always causes confusion, and delay in the receipt of current numbers. These bids, of course, are on a specified list of periodicals, which, however, includes most of the Library's subscription list. A comparatively small number, are for various reasons, ordered direct from the publishers. New subscriptions called for during the year are usually entered with the agent who has the bid, and are included in the list sent out for bids next year. The amount of the American bid this year is \$622.95, of the foreign bid \$2409.37.

It has been the custom to keep the current unbound numbers of medical, veterinary, bacteriological and biological periodicals, on the shelves with the bound volumes - this because there was not room for them in the pigeon holes in the Periodical Reading Room, and because the bound sets were shelved in the room adjoining this Reading Room. As a result of the present moving, these classes have been put in their natural places on the shelves, as indicated by their classification numbers, and it is expected that the unbound numbers will be removed from the rest of the set and placed on the side shelves, which have been left empty for them in room 27-28, next the periodical reading room.

The Bureau of Plant Industry Library has new linoleum on its floor.



